

PROBUS PARISH COUNCIL

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Minutes of the Meeting of the Finance Committee Meeting of Probus Parish Council on **Thursday**, the **14th December 2023** at **19:00**

Members Present: Cllrs. N Gillard (Chair), A Cook, J Faull, P Quinlan.

Also attending. Mrs Carolyn May (RFO), M Roper (Parish Clerk)

23/F59 Apologies for absence: Cllr Glasson.

23/F60 Declaration of interests in items on the agenda:

Declarations of Interest Register both registerable and non-registerable under the Code of Conduct (to declare interests on agenda items): None.

23/F61 To confirm the record of the finance committee meeting of 9th of November 2023 – Cllr Quinlan proposed to approve the minutes as accurate, **seconded by Cllr Faull and RESOVED.** All in favour. CARRIED.

23/F62 Public Participation (15 mins) No members of the public present

23/F63 Consider Cornwall Council offer of LMP grant 2024-25. The Clerk circulated the offer of Cornwall Council prior to the meeting.

Proposed by Cllr Gillard, seconded by Cllr Quinlan and RESOLVED to accept the LMP offer.

23/F64 To review fees (cemetery, car park, MUGA):

Cemetery Fees: Cllr Gillard advised the Committee that that the CPI is forecasted to be at 4.5% at the end of the year, which can be used as a marker for the fees increase, if approved. However, previously, the fees were not necessarily increased every year. **Cllr Quinlan proposed** not to raise the fees for the year 2024/25 and review the position in the following year. **Seconded by Cllr Faull and RESOLVED.** Unanimous. Carried

Car Park: **Cllr Quinlan proposed** to increase the fees to £120 per year and £13.5 monthly. **Seconded by Cllr Faull and RESOLVED.** Unanimous. Carried

MUGA fees: The following fees for the use of MUGA were **proposed by Cllr Quinlan:**

Local groups and residents:

Rate A - £5 per hour with no flood lights, Rate B - £10 pr hour with flood lights

For non residents:

Rate A - £15 per hour with no flood lights

Rate B - £20 per hour with flood lights

Seconded by Cllr Cook and RESOLVED. Unanimous. Carried

23/F65 To consider Expression of Interests for Grant Application:

The budget allocated to grants in 2021/22 was set at £1,000 and in 2022/23 at £4,000. This year, the expressions of interest were received from 6 organisations for the total amount of £6,095. **Cllr Gillard proposed** to set a grant budget of £6,000 and contact interested parties with an invitation to submit full application. **Seconded by Cllr Quinlan and RESOLVED.**

Unanimous. Carried

23/F66 To receive the statement of accounts to date and review expenditure to budget- The reports were circulated by the Clerk and noted by the Councillors.

23/F67 To review budget headings and allocations in conjunction with the parish workplan 2024/2025 for:

a. Revenue budget

The Cllrs reviewed the proposed budget circulated prior to the meeting and made amendments to the budget headings:

- Include LMP/SLA projected income.
- Include Chairman's allowance in Admin costs.
- Remove heading "Verges".
- Remove heading "Jubilee Gardens".
- Remove heading "Play Area/MUGA".
- Add "New Stables additional side" heading under grass cutting contract.
- Add "Main Contract" heading.
- Remove heading S137, Village Hall and Parish Magazine under Grants.
- Add Business rates under Infrastructure.

Having reviewed current and projected expenditures under each heading, the Committee suggested a budget of £80,250 and a precept request of £75,690 representing an increase of approximately 26%.

The RFO advised the Committee that there is a general trend to increase the precept, which varies and can be as high as 20 to 40%. Cornwall Council rule on referendum for tax increase does not apply to parish councils. There is no formal rule for acceptable increase, but the Council has an obligation to cover its running costs.

Any residual balances are usually not taken into account and are used to replenish reserves.

A general reserve between 30 and 100% of precept is recommended.

It was felt that the proposed increase is commensurate with the increasing level of population and the number of services provided by the Council.

b. CIL budget

Information circulated by the Clerk is noted. No proposed amendments.

c. Earmarked reserves budget.

The Cllrs reviewed the earmarked budget and proposed the following changes:

To remove "Grants" heading as included in the revenue budget.

To add CCTV and laptop contingency

23/F68 To consider budget recommendations and precept proposals.

Agreed to defer until next Cllr Gillard proposed to recommend to the full council a budget of £80,250 and a precept of £75,690.

Cllr Quinlan proposed to set the budget at £52,700. **Seconded** by Cllr Faull and **RESOLVED**.
Unanimous. Carried

23/F69 To review and identify additional funding options to cover potential shortfall. – To include in the Future Agenda Item.

23/F70 To consider future agenda items:

No further additions.

23/F71 The next meeting of the Finance Committee is on the 4th of January 2024

23/F72 The meeting closed at 21:18

Chairman - *Nicholas Gillard*

Date: *4th January 2024*